



**Program Committee Meeting**  
**July 06, 2022 @ 2:30 PM (CT)**  
**[Join Microsoft Teams Meeting](#)**  
**561-570-4464; Conference ID: 108 114 503#**

## **MINUTES**

### **CALL TO ORDER**

Debbie Kolmetz, Chair, called the meeting to order. There was a quorum present.

#### **The following committee members were present by video/phone/in-person:**

Debbie Kolmetz, Keith Sutton, Dr. Sarah Clemmons

#### **The following committee members were absent:**

Andy Jackson, Raymond Russell

#### **Others present included:**

Richard Williams, Debby Wood, Tabetha Smith (CSC Staff)

### **PRELIMINARY EXIT SUMMARY**

Debby Wood explained CareerSource Chipola's review held the week of May 23-27, 2022. Ms. Wood noted areas of concern provided in the Exit Summary document.

### **CHIPLEY OPERATING HOURS**

Richard Williams proposed the closing of CareerSource Chipola's Chipley location on Fridays, citing safety concerns and lack of visitors due to the school in which it is housed closed on Friday's. **Dr. Sarah Clemmons made the motion, Keith Sutton seconded, and the motion was unanimous to close the Chipley location on Friday's.**

## **DISCUSSION**

Richard Williams discussed with the Board the use of TANF funds for Youth Projects.

## **USE OF TANF FUNDS FOR YOUTH PROJECTS**

Richard Williams

### **TEN PERCENT HOLDBACK**

Mr. Williams

### **Local Workforce Development Board Letter Grade**

## **COMMITTEE MEMBER COMMENTS**

None.

## **ADJOURNMENT**

**Dr. Sarah Clemmons made the motion, Keith Sutton seconded, and the motion was unanimous to adjourn.**